

COOK COUNTY HEALTH & HOSPITALS SYSTEM

Human Resources Metrics for CCHHS Board Of Directors

August 31, 2018

Barbara Pryor
Interim Chief Human Resources Officer



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QUARTERLY METRICS



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CCHHS HR Activity Report - Open Vacancies

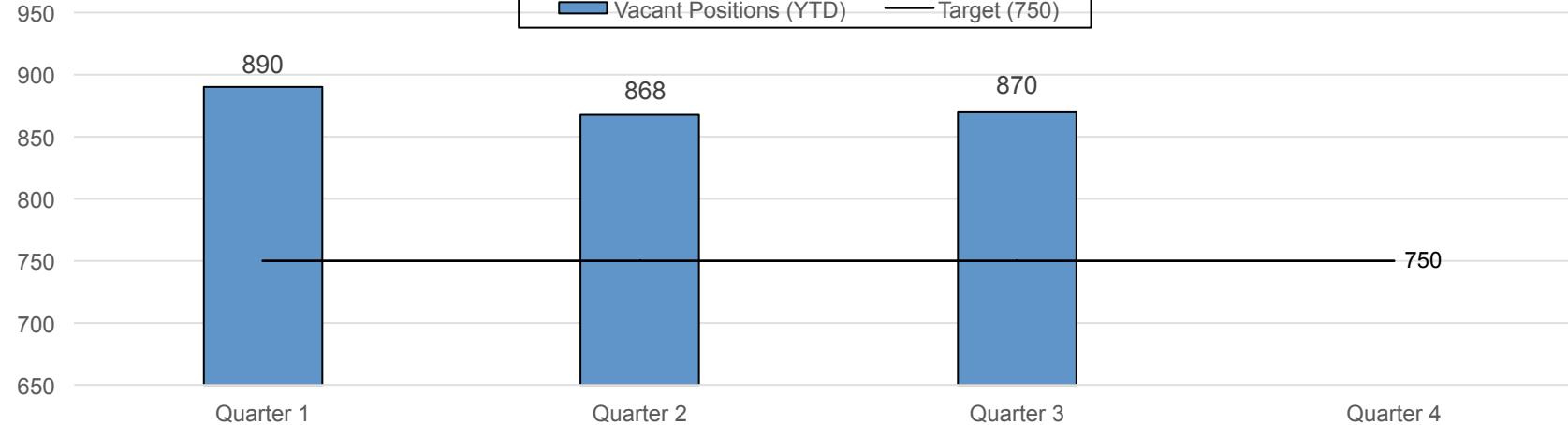
Goal: Continue to maintain open vacancies at 750 or ≤

Our goal is to maintain our total vacancies equal to or below 750.

Description	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	
Vacancy Number:	836	900	902	890	897	878	866	882					870
Add Separations:	92	32	30	42	29	27	40	29					321
Less External Vacancies Filled:	28	30	42	35	48	38	26	41					287
FY18 TOTAL:	900	902	890	897	878	868	882	870					-34 Net New

Open Vacancies

■ Vacant Positions (YTD) — Target (750)



FY17: Thru 07/31/2017 Separations (316) & External Hires (350) = 34 Net New

FY18: Thru 07/31/2018 Separations (321) & External Hires (287) = -34 Net New

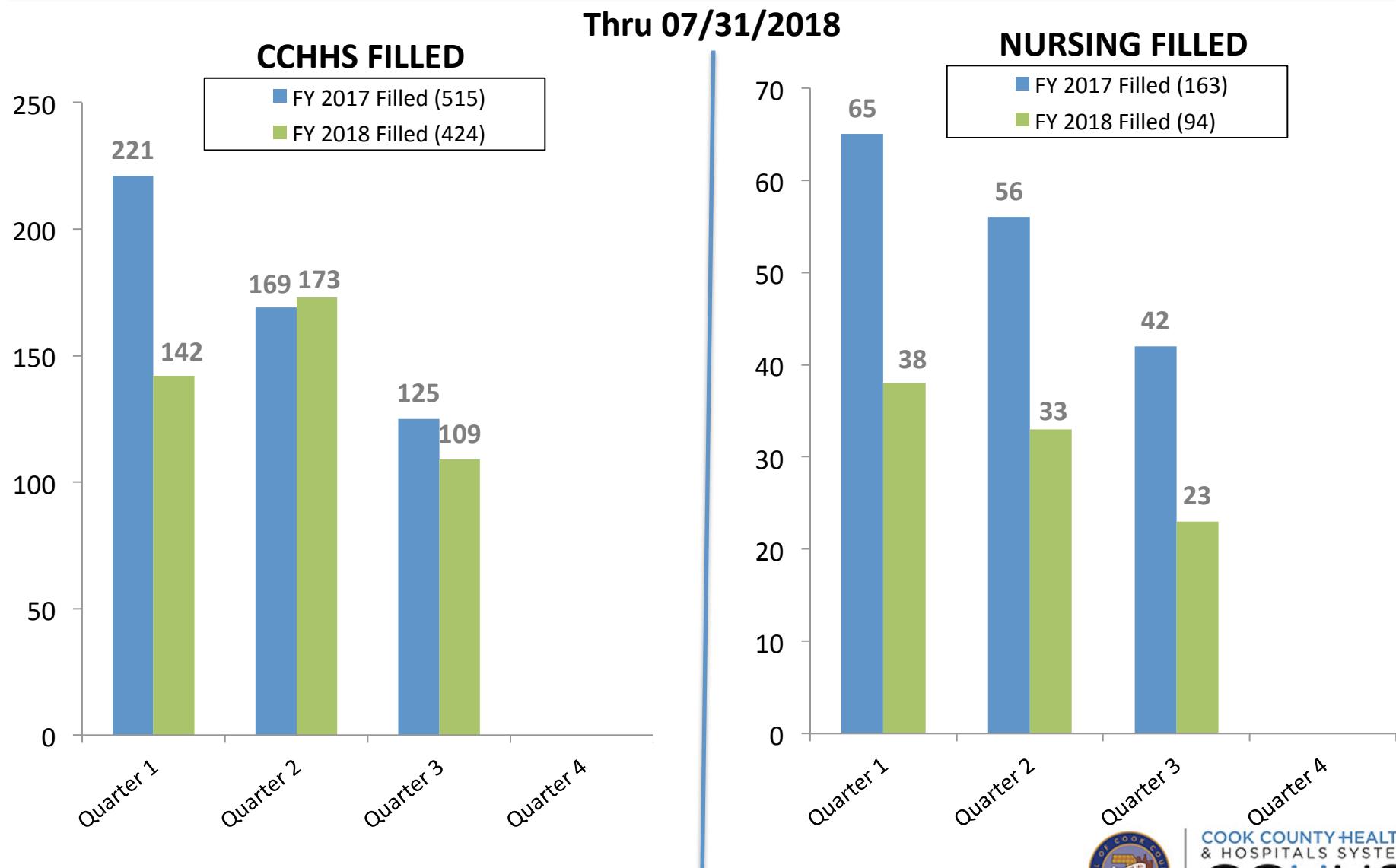
³ FY18 data is through 07/31/2018



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CCHHS HR Activity Report – Vacancies Filled



4 FY18 data is through 07/31/2018

Does not include Consultants, Registry and House Staff



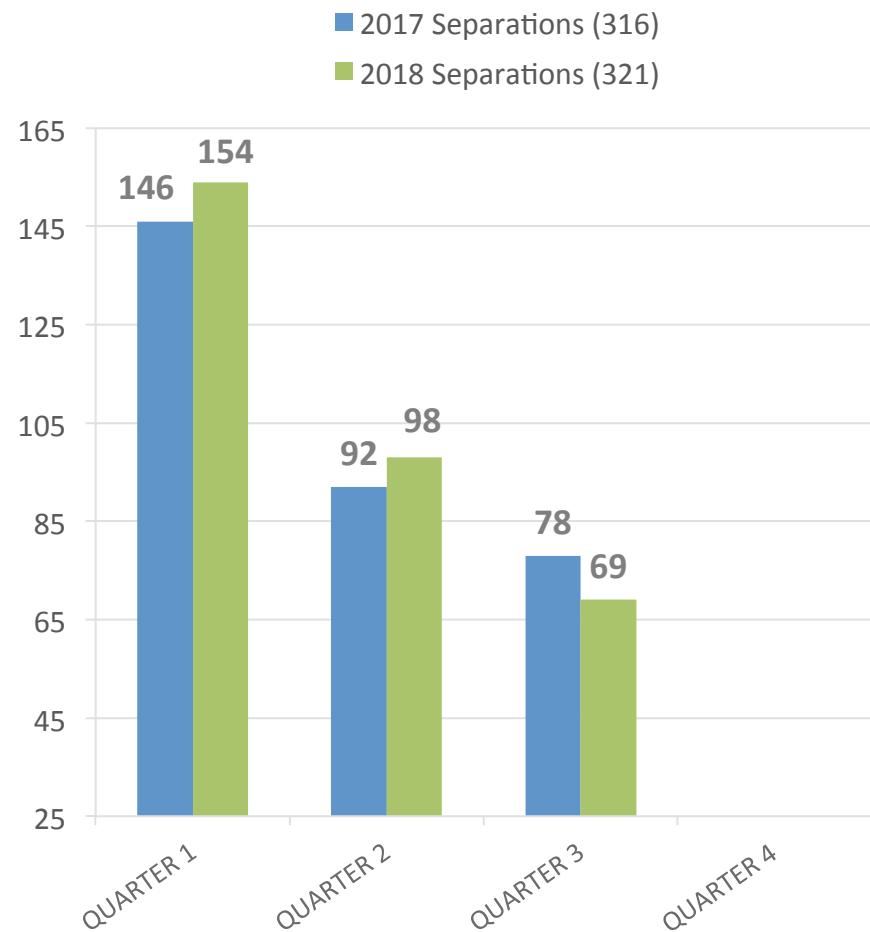
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CCHHS HR Activity Report – Separations

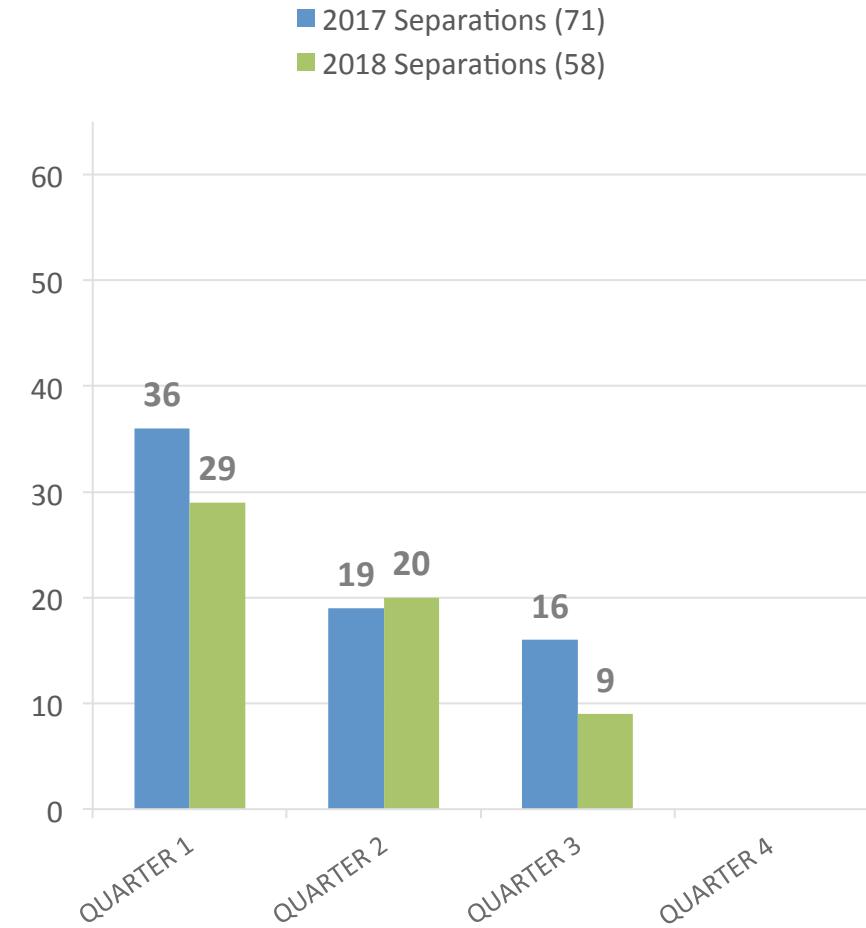
Thru 07/31/2018

CCHHS SEPARATIONS



FY17: Thru 07/31/2017 Separations (316) & External Hires (350) = **34** Net New
FY18: Thru 07/31/2018 Separations (321) & External Hires (287) = **-34** Net New

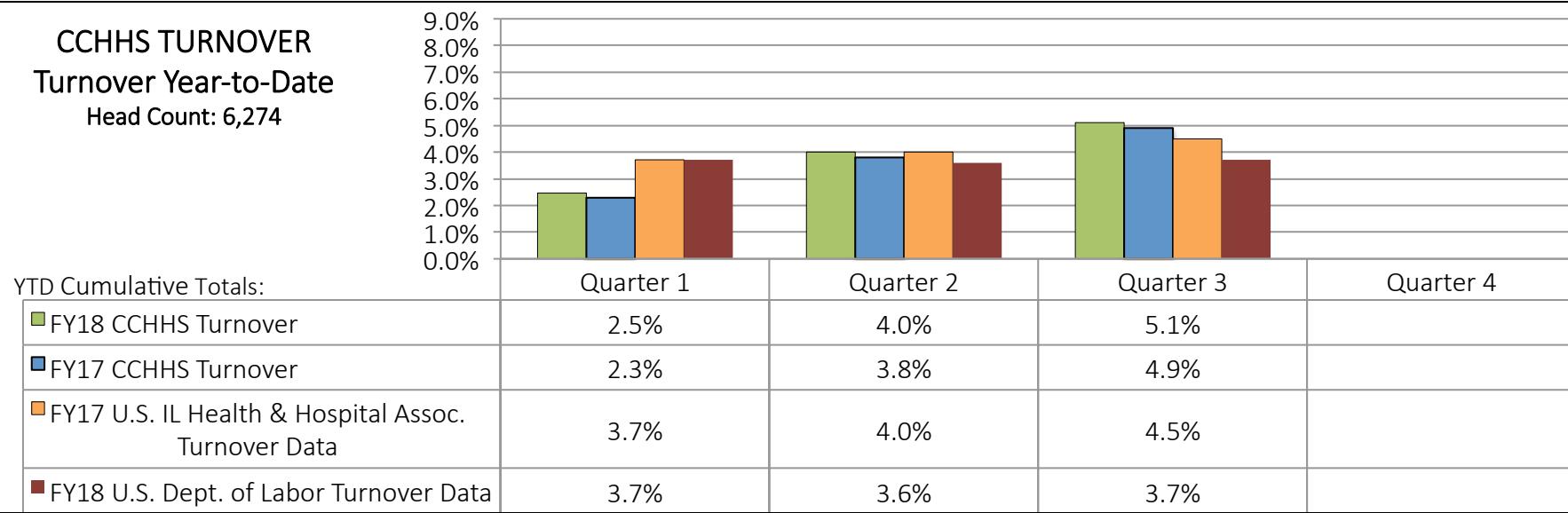
NURSING SEPARATIONS



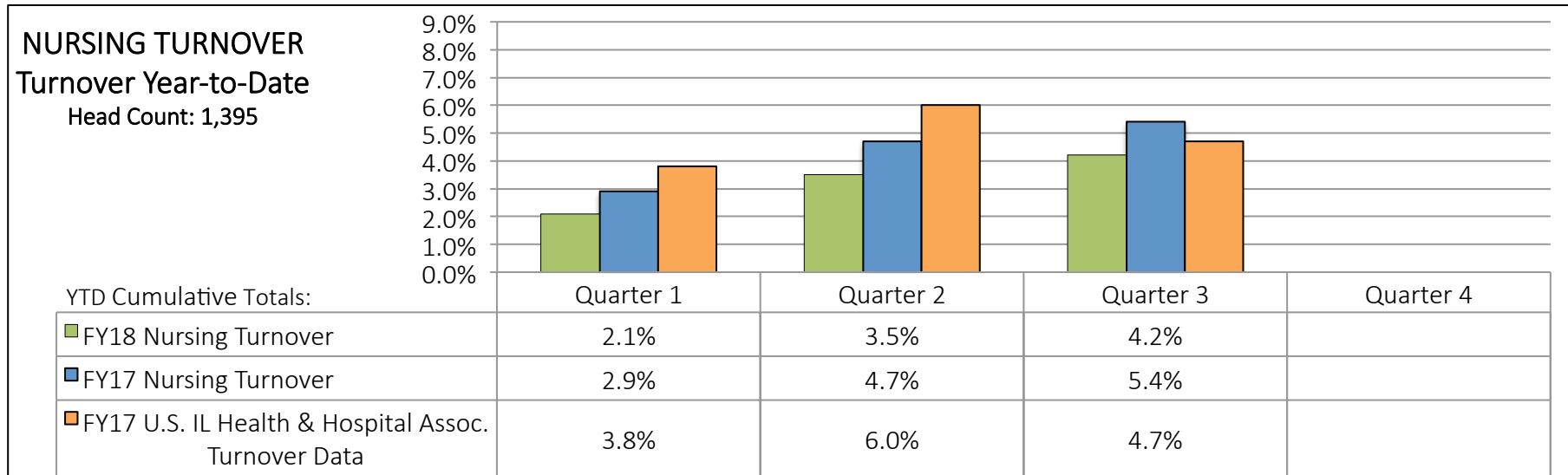
FY17: Thru 07/31/2017 Separations (71) & External Hires (95) = **24** Net New
FY18: Thru 07/31/2018 Separations (58) & External Hires (46) = **-12** Net New

CCHHS HR Activity Report – Turnover

CCHHS TURNOVER Turnover Year-to-Date Head Count: 6,274

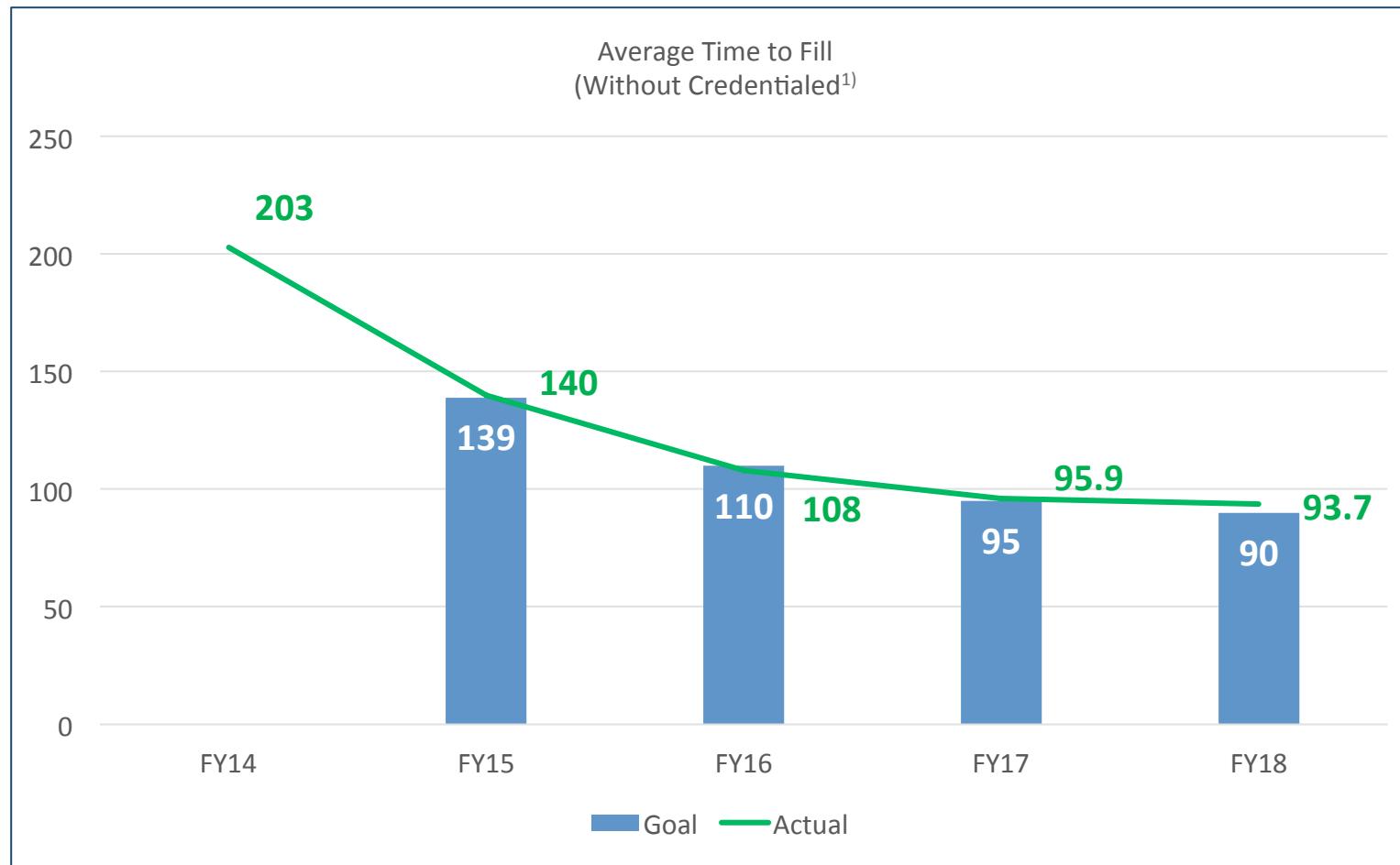


NURSING TURNOVER Turnover Year-to-Date Head Count: 1,395



Impact 2020 – CCHHS HR Strategies

Improve/Reduce Average Time to Hire



7

¹Credentialed Positions: Physicians, Psychologist, Physician Assistant I and Advanced Practice Nurses.

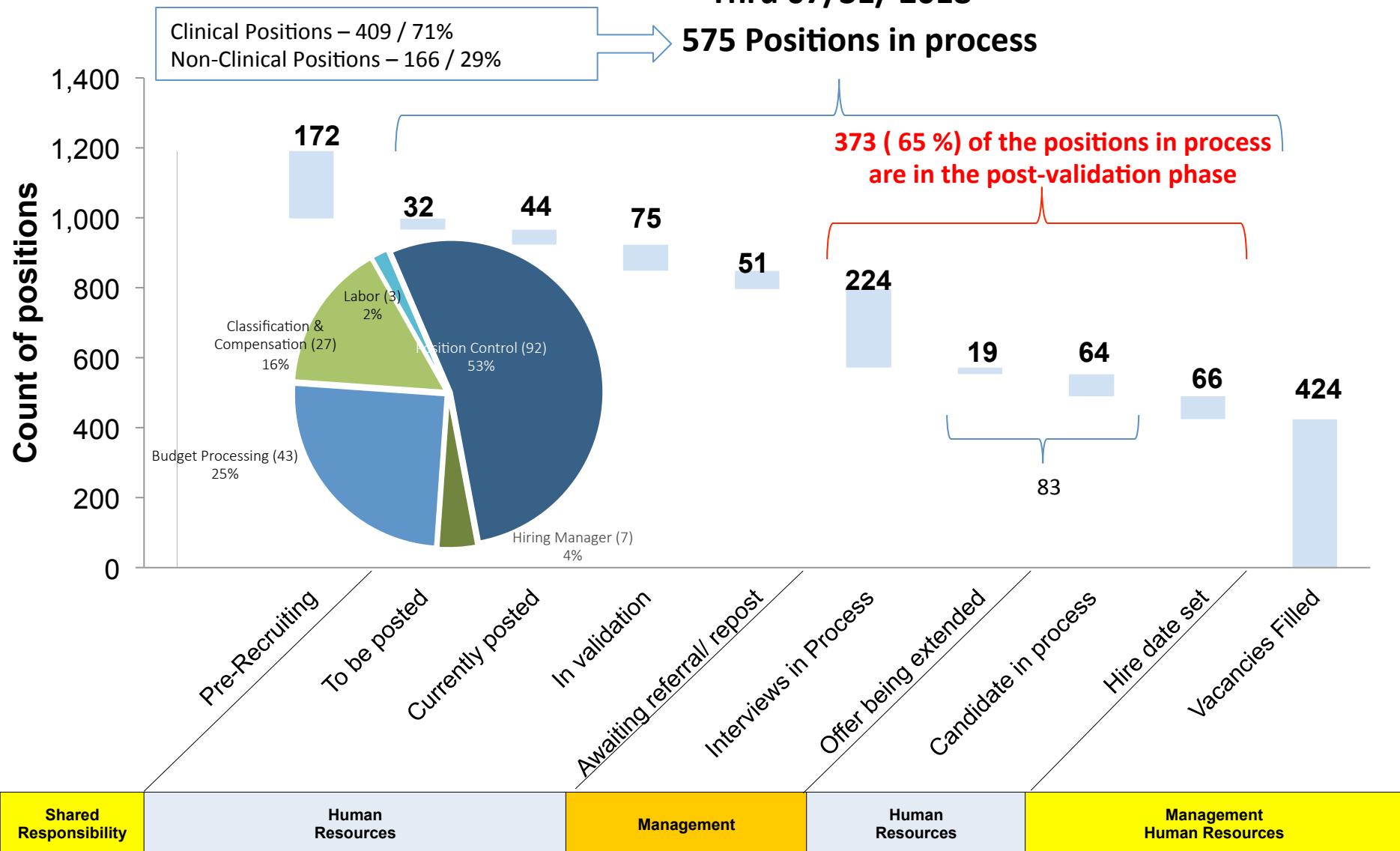


CCHHS Human Resource Committee | 08/23/2018

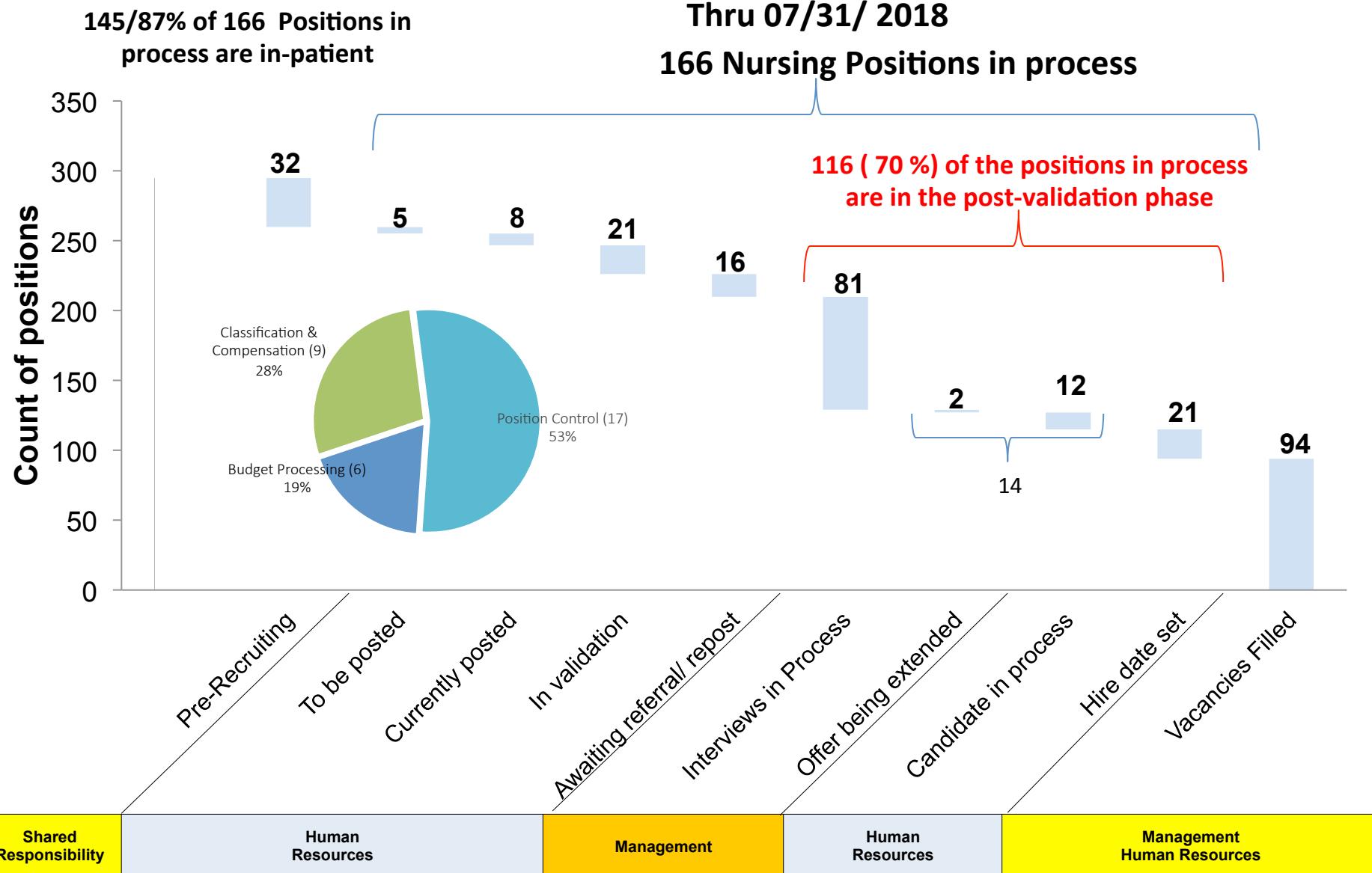
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CCHHS HR Activity Report – Hiring Snapshot

Thru 07/31/ 2018



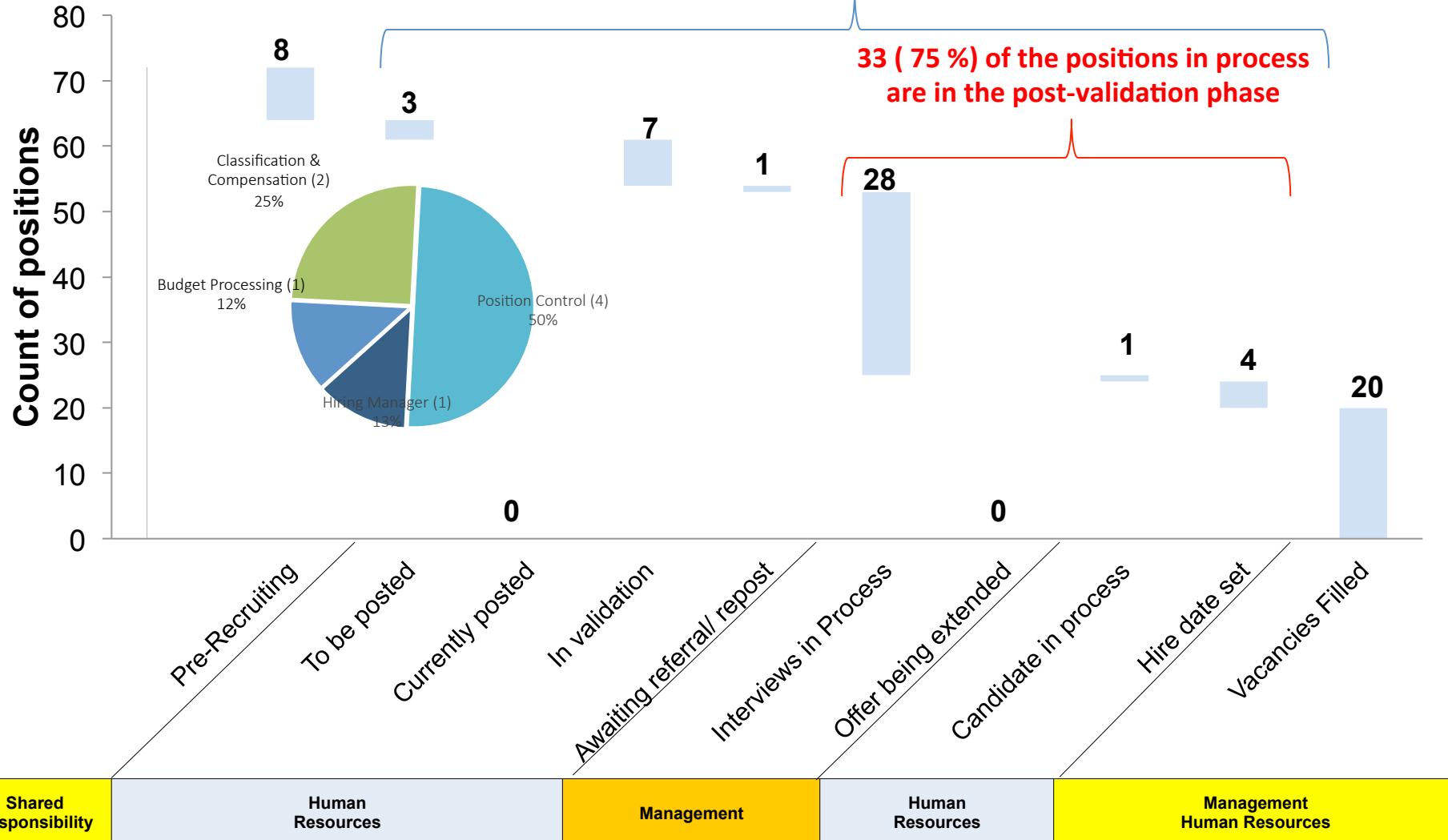
HR Activity Report – Licensed Nurses Hiring Snapshot



HR Activity Report – Revenue Cycle Hiring Snapshot

Thru 07/31/ 2018

44 Revenue Cycle Positions in process



CCHHS HR In Focus: Employment Plan Update

Employment Plan Office: Semi-Annual Report
August 2018

**Carrie Pramuk-Volk,
Employment Plan Officer**



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Employment Plan Office: Semi-Annual Report

August 2018

8 th Semi-Annual Report	January 16-July 16, 2018
What's new?	<ul style="list-style-type: none">- Modified the Discipline Policy- Grade 24 Salary Determination Policy- Grade 24 Salary Adjustment Policy
Monitoring update...	<ol style="list-style-type: none">1. Hiring Processes2. Discipline Process
Investigations update....	Closed 18 additional files; 3 sustained findings
Substantial Compliance update:	Employment Plan Amendments Hearing tentatively scheduled

What's New?

Grade 24 Salary Determinations

- Starts with a request to create a new Grade 24 Position
- HR Compensation Team performs market analysis
- Final determination by Chief Human Resource Officer (CHRO)

Grade 24 Salary Adjustments

- Starts with a request from a Deputy CEO to modify an existing Grade 24 salary
- HR Compensation team evaluates job description and performs market analysis
- CHRO reviews and makes recommendation to CEO
- CEO makes final determination

Discipline Policy amended

- Policy amended twice to accommodate loss of CCHHS Labor Team
- Clarify what approval is required for suspensions and terminations (*HR approval*)
- Require management to send completed discipline to HR within 5 days

Direct Appointment & Actively Recruited Position Lists revised

- Direct Appointment List amended May 2018: *added 21; modified 24*
- Direct Appointment List amended July 2018: *added 1*
- Actively Recruited List amended March 2018: *added 28*

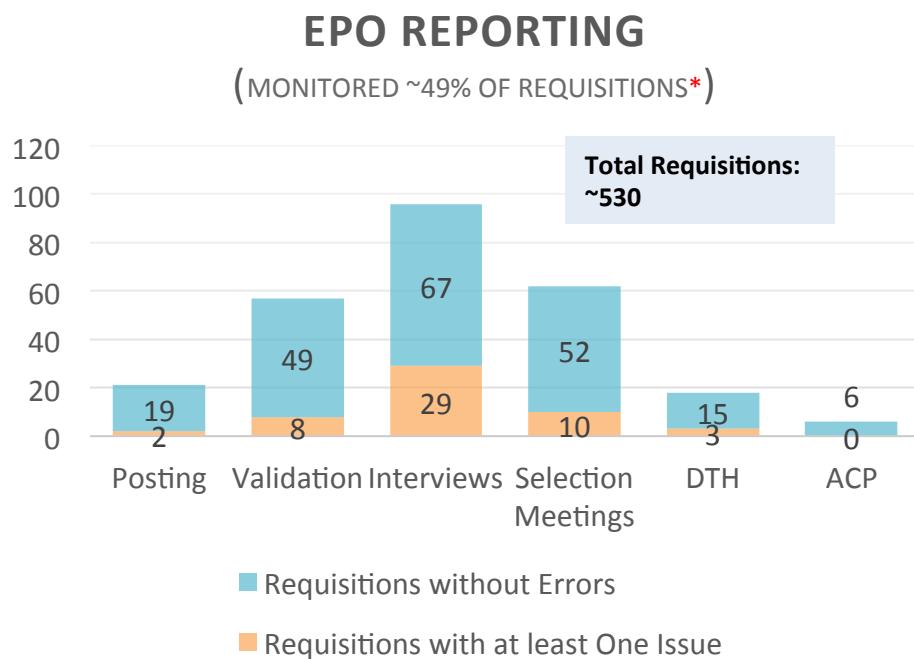


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Monitoring Processes

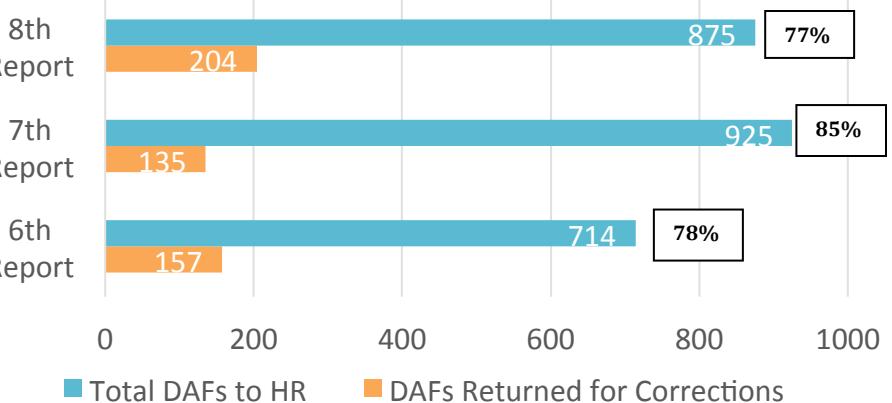
Hiring



Discipline

Disciplinary Action Overview

(Percentage of Compliance Noted)



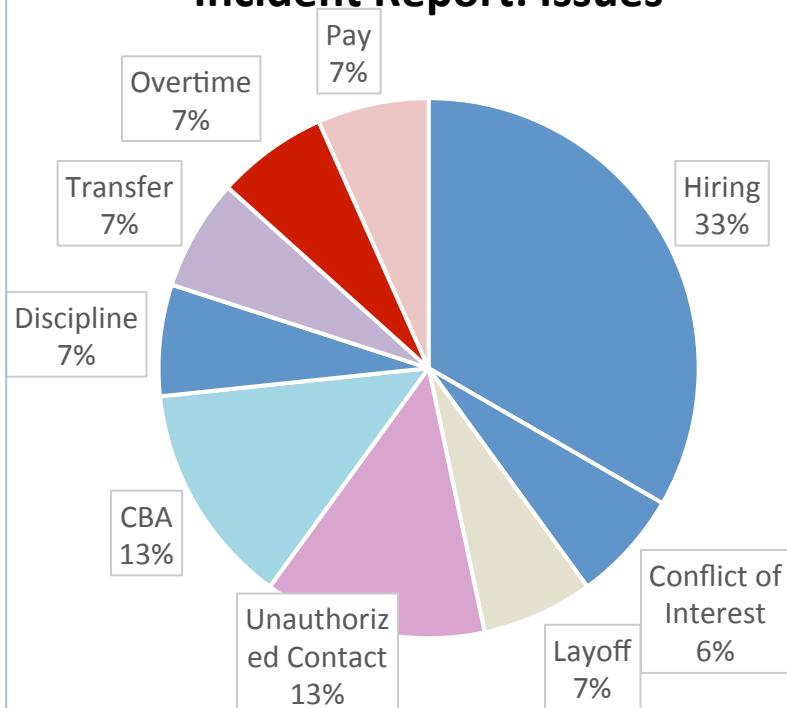
* This percentage reflects various, but not all, stages of the hiring process.



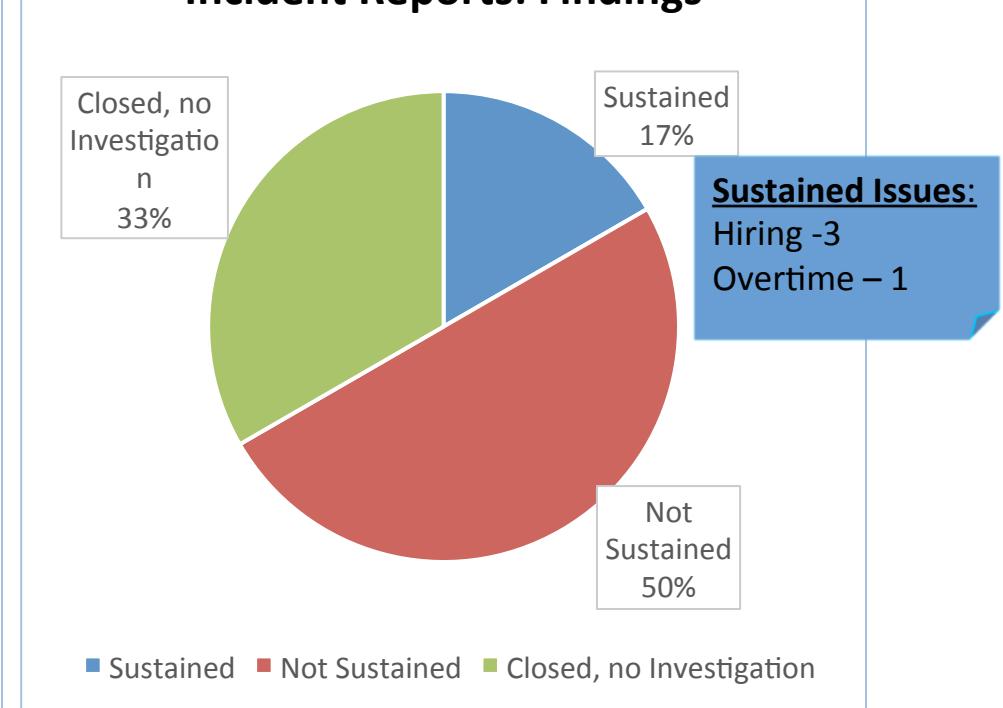
Investigations of Non-Compliance

Closed Files – 18*

Incident Report: Issues



Incident Reports: Findings



* Report identifies 19 – one was issued during the 7th Report Period, but HR Response received during this (8th) Report Period.



Substantial Compliance...

NEXT STEPS:

- Work on updates/amendments to the Employment Plan to file at Compliance Hearing
- *Shakman* parties to file Agreed Motion by end of August
- Hearing tentatively scheduled for October 31, 2018



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APPENDIX

Provided for Informational Purposes



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CCHHS HR Activity Report – “Other” Hiring Snapshot

